

**DEVELOPING
THE EIGHTEEN MONTH PLAN FOR THE
PROMOTION OF ADOPTION AND SUPPORT OF ADOPTIVE FAMILIES
AND THE EIGHTEEN MONTH PLAN UPDATE TO THE FIVE YEAR PLAN FOR
THE PREVENTION OF ABUSE, ABANDONMENT, AND NEGLECT OF CHILDREN
JULY 2005 – JUNE 2010**

**AN OUTLINE FOR THE LOCAL PLANNING PROCESS
DECEMBER 2007**

Expanding and Updating Your Local Plan This workbook is designed to help you developing the *Eighteen Month Plan for the Promotion of Adoption and Support of Adoptive Families* and the *Eighteen Month Plan Update to the Five Year Plan for the Prevention of Abuse, Abandonment, and Neglect of Children July 2005 – June 2010*

The local circuit plan and plan update will cover eighteen months, beginning **1 January 2009 and ending 30 June 2010**. The local circuit plan and plan-update you develop will serve three major purposes:

- First, it will provide an integrated approach that will guide your circuit's efforts to create a better environment for its children.
- Second, it will telescope child maltreatment prevention efforts to focus on preventing abuse, abandonment and neglect before they occur.
- Third, your circuit plan of action, along with all the other circuit plans of action from around the state, will form the basis for the statewide plan of action and plan update being developed by the Child Abuse Prevention and Permanency Advisory Council, which is due to the Governor and the Legislature on 31 December 2008.

This outline for your planning effort has been developed by the Child Abuse Prevention and Permanency Advisory Council. Its statutory purpose is to provide for uniformity in the local plans of action and to provide for greater ease in compiling information for the state plan of action. This outline and workbook have been created to assist you in developing a local plan of action that will conform to state requirements described in Subsection 39.001 (8)(b)(6), F.S. So that the Advisory Council can incorporate information from all the local plans in the development of the statewide plan, your circuit plan and plan update **must be submitted by 30 June 2008**

Plan and Plan Update Outline

Draft for Review by the CAPP Advisory Council, 29 November 2007

PART 1 – INTRODUCTION TO THE PLAN AND PLAN UPDATE

I. The process used to develop the plan and plan update

- A. Who led the planning effort
- B. Description of the circuit and the counties in the circuit
- C. Membership of the planning teams(s)
- D. Overview of the meetings held
- E. Overview of the plan development process

PART 2 – 18-MONTH PLAN OF ACTION FOR THE PROMOTION OF ADOPTION AND THE SUPPORT OF ADOPTIVE FAMILIES, JANUARY 2009 – JUNE 2010

I. The status of adoption and children available for adoption in the circuit and its counties.

- A. 2007 indicators about adoptions and the children within the child welfare system available for adoption for the circuit and its counties (Provided by DCF in the Adoption Profile for the circuits and the counties.)
- B. Narrative description of the trends and significance of the data as they relate to adoption and adoption promotion.

II. Current Program Descriptions

- A. Programs currently promoting adoptions in the circuit and its counties
 - a. Description and purpose of the program
 - b. Target audience
 - c. Latest information on program impact results
 - d. Latest information on cost-effectiveness
 - e. Sources of funding

- B. Programs currently supporting adoptive families in the circuit and its counties
 - a. Description and purpose of the program
 - b. Target audience
 - c. Latest information on program impact results
 - d. Latest information on cost-effectiveness
 - e. Sources of funding

III. Comprehensive Approaches to Services

- A. Description of continuum of post adoption services (including but not limited to sufficient and accessible parent and teen support groups; case management, information, and referral services; and educational advocacy)
 - a. Education and training services
 - b. Mental health assistance services
 - c. Supportive assistance services
- B. Description of continuum of services for adoption promotion
 - a. Adoption awareness campaign(s)
 - b. Adoption orientation, recruitment and assistance to prospective parents
 - c. Pre-adoption training and information for prospective parents

IV. Local Needs Related to Adoption Promotion and the Support of Adoptive Families

- A. Promotion of Adoption Needs (based upon the continuum of services). For each identified adoption promotion need:
 - d. Priority ranking
 - e. Description
 - f. Documentation
- B. Support of Adoptive Families Needs (based upon the continuum of services). For each identified support of adoptive families need:
 - g. Priority ranking
 - h. Description
 - i. Documentation

- C. Program improvement recommendations and action requirements from the January 2008 Child and Family Services Review and the strategies *[Note: this section is to be completed if and when the CFSR recommendations are provided to the circuits by the central office of the Department of Children and Families.]*

V. Plan of Action for the 18-month period, January 2009 – June 2010.

- A. Action steps to be taken in meeting identified needs, including the coordination and integration of services to avoid unnecessary duplication and cost, and for alternative funding strategies to avoid unnecessary duplication and cost, and for alternative funding strategies for meeting needs through the reallocation of existing resources, utilization of volunteers, contracting with local universities for services, and local government or private agency funding.
- B. Measurable objective(s) to be achieved by each action step
- C. Responsibility for the implementation of each action step
- D. Time frame for implementation of each action step

PART 3 – 18-MONTH UPDATED PLAN OF ACTION TO THE FIVE YEAR PLAN FOR THE PREVENTION OF ABUSE, ABANDONMENT, AND NEGLECT OF CHILDREN JULY 2005 – JUNE 2010

I. Trends of child maltreatment and risk indicators in the circuit.

- A. 2003-2004 baseline for child maltreatment and selected risk factors for the circuit and its counties (Adapted from the 2003-2004 needs assessment data for the counties – See **pages 6, 11&12, 13 and 17/18** of the November 2004 workbook/plan.)
- B. 2007 indicators of child maltreatment and risk for the circuit and its counties (Provided by DCF in the Maltreatment Profile for the circuits and the counties.)
- C. Narrative description of the trends noted from the 2004 planning period and the 2008 planning period.

II. Analysis of the priority strategies identified in the current Five Year Plan

- A. Recommendations from the January 2008 Child and Family Services Review *[Note: This section is to be completed if and when the CFSR recommendations are provided to the circuits by the central office of the Department of Children and Families.]*
- a. List of action requirements from the CFSR program improvement recommendations that support the primary and secondary prevention of child maltreatment.
 - b. For each action requirement, identify if any of the strategies in the five year plan address this action requirement.
- B. Current plan priorities that focus on primary and/or secondary prevention (see **page 24** of the November 2004 workbook/plan). List the priorities designed to prevent child abuse, abandonment and neglect before they occur.
- c. Priority
 - d. Goal(s).
 - e. Measurable process and impact objective(s).
 - f. Strategies (action steps) identified for implementation.
 - g. Description of the extent to which the strategies (action steps) were implemented.
 - h. Results obtained using the measures in the measurable objective(s).
 - i. Applicability of these strategies (action steps) to the CFSR program improvement recommendation for action.
 - j. Applicability of these strategies (action steps) to primary and/or secondary prevention of child maltreatment.
 - k. Recommendation concerning keeping, adapting or retiring the strategy(ies) for this priority/goal area.

III. Updated plan of action for the 18-month period, January 2009 – June 2010

Poverty, substance abuse, mental health and domestic violence are intricately linked with child maltreatment. If the focus of Florida's efforts is to prevent child maltreatment before it occurs, then bringing together partners that would assist in lowering the incidence rates in these areas, as well as building resiliency in homes affected by these areas, is critical. It is the joint request of the Office of Adoption and Child Protection and the Child Abuse Prevention and Permanency Advisory Council that each circuit develop an 18-month action plan to bring the various "touch points" and community resources together to address the interrelated multiple risk factors or "afflictions" that are predictive of child maltreatment. Most of these touch points are represented on your local planning teams. Working with your partners on the local planning teams and other partners as appropriate, address the development of:

- Local sensors for detecting the early emergence of such problems before the point of child maltreatment occurs
- Options that can be brought to bear to address early emergence of these risk factors or afflictions
- Informal and formal options for team-based shared practice protocols and early recognition and response to these emergent problems
- Response capacity to execute these protocols and practices including the coordination of formal and community efforts and supports
- Continuous tracking systems to measure the processes as implemented and measuring the results of the efforts provided with periodic reports used for quality assessment and assurance

The action plan might provide for three stages of action:

- Three months for planning and initial organization forming partnerships and developing protocols,
- Three months for early implementation to test the pieces of the system,
- Beginning with the 3rd quarter capture data to report on capacity and on actual contacts and results with families. Continue to improve practices, expand partnerships, and report quarterly thereafter.

- A. Action steps to be taken (*including the coordination and integration of services to avoid unnecessary duplication and cost, and for alternative funding strategies to avoid unnecessary duplication and cost, and for alternative funding strategies for meeting needs through the reallocation of existing resources, utilization of volunteers, contracting with local universities for services, and local government or private agency funding*).
- B. Measurable objective(s) to be achieved by each action step
- C. Responsibility for the implementation of each action step
- D. Time frame for implementation of each action step

PART 4 – BARRIERS

I. Barriers to the accomplishment of a comprehensive approach to adoption promotion

II. Barriers to the accomplishment of a comprehensive approach to supporting adoptive families

III. Barriers to the accomplishment of a comprehensive approach to the prevention of abuse, abandonment and neglect of children

PART 5 – RECOMMENDATIONS FOR STATE AND LEGISLATIVE ACTION

I. Recommendations for changes that can be accomplished only at the state program level

II. Recommendations for changes that can be accomplished only by legislative action